



----- MEETING SUMMARY -----

*Public Health Auditorium
1601 East Hazelton Avenue
Stockton, CA 95205*

Thursday, March 11, 2004 – 7:00 a.m.

<<APPROVED>>

1. Commencement of Meeting

Roll Call: Commissioners Adubofour, de Polo, Dei Rossi, Flenoy-Kelley, Gutierrez, Mitchell, Chelli, and Fujii were present. Commissioner Snider was excused. A quorum was declared.

2. Election of New Officers

Motion to elect Sue de Polo as Commission Chair Person and Gary F. Dei Rossi as Vice Chair. Gutierrez/Flenoy-Kelley; 8-0 motion carried.

3. Public Hearing to Receive Comments on the California Children and Families Commission State Annual Report for 2002-2003

Chair Person de Polo opened the hearing for public comment. There was none.

Motion to Accept the California Children and Families Commission State Annual Report for 2002-2003. Gutierrez/Fujii; 8-0 motion carried.

4. Continuation of Hearing on Lao Khmu Appeal to Reverse Program Coordinator's Decision to Disallow Payment of Invoice

Robyn Truitt Drivon of County Counsel presented her summary report as requested by the Commission at the February Commission meeting. The focus of the report was on the fact that Lao Khmu did miss their reporting deadlines and was out of contract compliance per the established policies and procedures. Robert Khoonsrivong, Executive Director of Lao Khmu, stated that changes have been made in their staff and the systems they use to prevent this type of reporting error in the future. He believes they are in full compliance now.

Discussion by Commission members included the acknowledgement that services being provided were not in question but the degree of sanction for non compliance was the issue. County Counsel pointed out that their contract states an existing rule that expenses submitted late may be disallowed. She clarified that Lao Khmu had not performed according to their contract and that was what was before the Commission. The motion being proposed would be a modification of the existing rule. It was stated by the Commission that they would like the Planning Committee to further define and clearly state the repercussions for non-performance issues. It was also suggested that there be an immediate fiscal review when a problem occurs.

Motion to Allow Lao Khmu Association invoices to be reviewed and funded as long as they remain up to date with their invoices, and secondly, the Planning Committee revisit the procedures and policies and indicate repercussions for late reporting issues. Roll Call Vote:

Commissioners: Adubofour - Yes; de Polo - No; Dei Rossi - No, Flenoy-Kelley - Yes; Gutierrez - Yes; Mitchell - Yes; Chelli - Yes; Fujii - Yes. 6/2 motion carries.

5. Program Coordinator's Report

Highlights included:

- Rotary Read-In is coming up and invitation was made for participants.
- The State Annual Conference is in April this year and registrations need to be made.
- Conflict of Interest Forms are due April 1st.
- The website is being updated soon. There will be a new design and agendas will be available on it.
- Evaluation meetings are being held with contractors in regards to changes requested by the State.
- The Stipend program for the Bachelor degrees is moving forward and there has been excitement demonstrated by other county commissions on this project.
- The ECLP (Early Childhood Learning Program) is being well received in our community. There appears to be a lot of community participation in the preparation of these funding requests for projects.
- The Planning Committee is following up on the recommendations made at the Planning Retreat. Specific issues not in the strategic plan are to be researched.

6. Motion on Consent Calendar

- a. Approve Meeting Minutes of February 6 (Planning Retreat) and February 12, 2004
- b. Approve Round 9 Mini Grant Applications

Item 6b was removed from the Consent Calendar for discussion.

Motion to Approve item 6a, Approve Meeting Minutes of February 6 (Planning Retreat) and February 12, 2004, of the Consent Calendar. Chelli/Dei Rossi; 8/0 motion carries.

Discussion on Item 6b, Approve Round 9 Mini-Grant Applications, included questions by Commissioners regarding reasons for low scores and conditional reasons for a future recommendation funding. The Program Coordinator advised that written comments provided by reviewers regarding low scores would be included in the April Commission meeting packet.

Marshea Jones, Public Health Education Associate II, answered questions from the Commission regarding the amount of funding, and the number of providers that have access to the internet. She assured the Commission that they are using other means as well as the proposed videotape to get information to the providers, and they are looking into getting computers and internet access for those providers that currently are not internet capable. Commissioner Adubofour commented that Blue Cross will be providing computers to all providers in this county and that may be of some assistance to the goals of their project.

Motion to Accept Recommendation for Funding of Round 9 Mini-Grants, except for item 15, SJC Public Health Services RIDE Immunization Registry. Chelli/Gutierrez; 8/0 motion carries.

Motion to Accept Recommendation for Funding of item 15, SJC Public Health Services RIDE Immunization Registry. Chelli/Dei Rossi; Commissioner Mitchell abstained from the vote, 7/0 motion carries.

7. Discuss and Approve Program Coordinator Recommendations for Additional Staff

The Program Coordinator stated that fiscal reports will be provided to the Commission on a quarterly basis as she provided an overview of the current report. Discussion included a request by Commissioner Chelli to meet with the Program Coordinator to discuss the fiscal reports and format. The Commission requested an organizational chart of staff.

Motion to Approve Program Coordinator Recommendations for Additional Staff.
Fujii/Flenoy-Kelley; 7/1 motion carries.

8. Committee Reports

- a. School Readiness - Commissioner Dei Rossi stated to the Commission that the School Readiness District Coordinator funding is a "nice step in the right direction". He shared that Taylor School has developed several projects, including some with Head Start, to help children and their families prepare for Kindergarten. Of particular interest is Camp T, a Kindergarten Camp that allows the children to become familiar with the classroom setting and helps prevent first day fears.. It also allows the determination of potential special needs issues before school starts. An Executive Summary from Harder + Co. was provided on the collection of baseline data to assess children's readiness for school. The results of this survey will enable school districts to determine goals to improve the school readiness of children entering school.

- b. Ad Hoc Evaluation

Commissioner Gutierrez reported that they had received 39 responses to the contractor survey. They are in the process of tallying the information and will meet again to develop a recommendation to the Commission. The Committee is also recommending that a similar questionnaire be developed to send out to the entire Commission mailing list for feedback.

- Approve Committee Recommendation for a Request for Proposals (RFP) for Evaluation Services

The Program Coordinator explained that the committee is recommending that the Harder + Co. contract be extended until October 2004. Costs will be brought before the Commission for contract amendment approval at a future date.

Motion to Approve Committee Recommendation for a Request for Proposals (RFP) for Evaluation Services. Dei Rossi/Mitchell; 8/0 motion carries.

Planning - Commissioner Mitchell reported that it was determined that teen pregnancy does not fit under the Proposition 10 Act and will not be funded at this time. Breastfeeding will require more information so there was no consensus on how and what should be included in the Strategic Plan. Clarification was made that breastfeeding would have fallen under the existing Children's Health objective of the Strategic Plan and that allocation of funds has been spent. There are options available to provide funding for breastfeeding issues, the committee is looking into the issue further. The State is offering a number of planning grants for Preschool For All (PFA) and there is a recommendation to set aside a million dollars of the Commission budget. This number doesn't tie the Commission to a set dollar amount but provides an amount to begin with. Manteca Unified School District and Lincoln Unified School District will be used as demonstration projects to assist with the determination of the needs and how best to fund.

c.

- Approve Recommendations of Funding for Preschool for All, No Action on Breastfeeding and No Funding for Teen Pregnancy Prevention Programs

Motion to have the Planning Committee (and interested stake holders if possible) come back to the April Commission meeting regarding a recommendation for Breastfeeding funding. Flenoy-Kelley/Gutierrez; 7/0 motion carries

Motion to Approve Recommendation to Set Aside One Million Dollars towards Preschool For All Fundingl. Chelli/Mitchell; 7/0 motion carries

Motion to Approve Recommendation for No Funding of Teen Pregnancy Prevention Programs. Dei Rossi/Flenoy-Kelley; 7/0 motion carries.

- Approve Planning Committee Recommendations for Fiscal Policies for Late Penalties was removed from this agenda as an action item pending Planning Committee action.

9. Core Data Elements (CDE) Snapshots – Harder and Co.

Paul Harder of Harder + Co. introduced Kristi Koumjian as the presenter of the information regarding the Core Data Elements. An overview of the results from data collected from the Outcomes, Collection, Evaluation & Reporting Services (OCERS) program was provided. Aggregate data is collected on a monthly basis, contractors input the information for how many clients are being touched by Proposition 10 services. The Core Data Elements are collected from clients that are provided intensive case management services. Ms. Koumjian also highlighted the results of the San Joaquin Child Survey that provided information for the School Readiness Baseline Data Executive Summary from Harder + Co.

Comments from the Commission included the concern that some contractors feel they are so busy putting together evaluation data that it interferes with their ability to provide services. It was suggested by the Commission that they only request information that the State requires and that it may be wise to add incentives for the contractors instead of sanctions to meet our reporting requirements.

Paul Harder explained that the information presented today was designed to meet the Commission interests to document its outcomes for services. He agreed that it is time to reevaluate data collection and there may be a way to take advantage of the states structures to modify the amount of time spent on evaluation.

10. Public Comments

Mary Woelfel, Breastfeeding and Nutrition Education Program Manager for Delta Health Care Women, Infants and Children (WIC), encouraged the Commission to include the increase of breastfeeding rates in San Joaquin County as an objective in their Strategic Plan. She shared that the statistics for San Joaquin County for percentages of breast fed babies are lower than the state average. A study conducted by WIC showed that 79% of the low income families they serve started out with breastfeeding in the hospital, both parents know it's best and want to breast feed, but the community lacks the necessary resources to support breastfeeding. She stated that a severe shortage of lactation specialists to assist parents, the lack of educators and trained breastfeeding staff in clinics and doctor offices contribute to the problem. There are currently no home visits, no support groups, no easy

access to breast pumps for the working mother, no help lines to provide support for continued breastfeeding, Stockton currently has no Le Leche League for assistance and there is a huge marketing campaign by formula companies. She believes that First 5 can serve as a catalyst to improve the breastfeeding statistics in San Joaquin County.

Bobby Bivens of Gemini, invited WIC to go out to the Coalition United For Families (CUFF) in South Stockton once a week and provide the opportunity for folks in south Stockton to learn about the WIC program. He spoke regarding a newspaper article on unhealthy food choices and the lack of availability of healthy food in South Stockton and would like to see a First 5 funded program to address that need. He also announced that Gemini will be hosting a Southern Breakfast fund raiser to assist with the needs of the South Stockton Community.

11. Commissioner Comments

Commissioner Flenoy-Kelley requested that the Planning Committee look at the possibility of alternating the monthly meeting times between early morning and late afternoon to allow her more participation as one of the committee members.

12. Adjournment to **7:00 a.m., April 15, 2004 at Public Health Auditorium, 1601 E. Hazelton Ave., Stockton CA**

Meeting was adjourned to 7:00 a.m., April 15, 2004.